1. The certificate of good standing/license to do business: if the vendor is located out of the state of California, what is required to meet this requirement?

    RFP requirement II.A.2. requests that the foreign corporation register with the Secretary of State and obtain a certificate of qualification in return. Most corporations are required to register once they meet a certain threshold of repeated business within our state. The process costs $100 and includes filing a questionnaire that requires the out-of-state business to prove that they are a corporation in good standing and give an agent for service of process. Information regarding this process can be found at the Secretary of State's website. We would like to know what the particular reservations are, if any, if a foreign corporation wanted to submit a proposal, but has not or will not register with the California Secretary of State's office. In lieu of this certification, the evaluation committee may elect to consider other similar certification from the corporation's home state.

2. Can vendors who could not make it onsite receive sample images from the different programs needed to be scanned in this project?

    The presentation was intended to provide representative examples of the physical condition of the files. The State Bar is not going to provide electronic samples of the files. Unfortunately at this time we cannot make additional allowances for prospective vendors to see the physical files again.

3. With respect to the three document groups that are low volume that don't have databases to leverage, could you please provide more information as to the type of documents they are?

    They are primarily 81/2 "x 11" black and white sheets. Many of them have handwriting. The State Bar is investigating creating databases for lookup for the programs that currently do not have a database.

4. With the answers being posted to vendor questions on Thursday, responses may need to be adjusted in order to submit a proposal. Will the State Bar extend the due date to allow for proper adjustments?

    No. It is not anticipated that any further answers to questions will significantly change responses to the RFP.

5. Is there any chance that I can view the files at the end of the week? (week   of April 10th)

No. We are obligated to treat all prospective vendors equally, and it is not feasible to schedule another display of the files and invite all prospective bidders before the April 17 due date of the RFP's.

6. We also had a question on your desire for professional liability insurance. There is no real need for that since the commercial general liability insurance covers the actions of the company and its employees and owners, unless you are wanting Board of Directors' insurance coverage. Nobody would be acting as an individual, but rather as a collective on the project.

   If the vendor can successfully explain in its proposal that its commercial general liability policy covers the risks and that a professional liability policy wouldn't provide additional protection, then the evaluation committee may elect to waive the requirement.

7. Can the documents be shipped out of the country for scanning if we are able to guarantee 24 hour access to the original files?

   No.

8. Does your page count mean one side of a sheet of paper or do you mean one sheet of paper?

   There is a page count and an image count. The image count is larger and it takes into account two sides.

9. When a sticky note is removed for scanning, must it be reattached to the same page or may it just be placed back in the folder along with the other pages?

   Efforts will be made to remove all sticky notes by the State Bar prior to scanning. If there is a sticky note that is missed, please remove it prior to scanning and place the sticky in the folder.

10. Can you please provide me with a sample of the data from the database that can be utilized for index lookup and cross reference?

    The attached PDF from an Excel spreadsheet is a sample of the data that can be provided from the database in one of the thirteen programs in the backfile scanning project (see last page of this document). That Program is Law Corporations. Other programs will have their own related database which does not contain the same information as Law Corporations. The State Bar will work with the selected vendor in defining the database lookup and indexing requirements of all programs.

11. Please provide a list of attendees at the Bidder's Conference:

Name	Company
Diane Kip	Anacomp Inc.
Rocci Trillo	ATI
Jim Hackett	Bank of America
Gordon Shiozaki	BMI Imaging
Kirk Colbath	CDG
Karl Simmons	Cello Document Services
Arlene Chaves	Chaves & Associates
Dan Peery	Coders Online
Pam Meek	Contemporary Digital Solutions
Laurel McAdams	Databank IMX
Harry A. Dorn	Datascan
Charles Knapp	D-M Information Systems
Rolly Herrera	Geodac
Cynthia Beach	Image Source
April Y. Cummings	InScience, Ince
Ann Whittemore	Lason
Timothy Peregos	MHA Associates
Russ Nelson	Softfile
Jeff Nightingale	SourceCorp

15967 Andrada & Associates
15968 Law Offices of Bin Li & Associates,
15969 Ryan D. Golds,
15970 Samson Law Corporation
15971 MJ Professional Law Corporation
15972 James J. Albert, Attorney at Law,
15973 Law Offices of Kennen H. Kim, APC
15974 Law Offices of Robert S. Kosloff,
15975 Phyllis E. Andelin,
15976 Robert J. Gilliland, Jr.
15977 Daniel E. Olivier,
15978 Felix G. Poggeman,
15979 Law Offices of Benson C. Lai,
15980 Worthe Hanson & Worthe,
15981 Law Offices of Maxwell C. Agha, A
15982 The Dollar Law Firm, PC
15983 Barber Law Group,
15984 Miranda Dempsey,
15985 JoBeth Halper Litigation Group,
15986 James J. Clark Law Offices Professional
15987 Todd G. Haggenmiller, Attorney at Law,
15988 Law Offices of Rossana Mitchell,
15989 Law Offices Of Allen A. Sarkisian,
15990 Law Offices of Daniel B. Rubanowitz,
15991 The Law Offices of Tamara Benefield
15992 Law Offices of David S. Secrest,